



**CITY OF SCOTTSBLUFF
Lied Scottsbluff Public Library
LIBRARY BOARD AGENDA**

**Regular Meeting
March 19, 2025
4:30 PM**

1. **Roll Call**
2. **For public information, a copy of the Nebraska Open Meetings Act is available for review**
3. **Notice of changes in the agenda.** (Additions may not be made to this agenda less than 24 hours before the beginning of the meeting unless added under item 3 of this agenda.)
4. **Citizens with business not scheduled on the agenda** (As required by state law, no matter may be considered under this item unless council determines that the matter requires emergency action.)
5. **Minutes**
 - a) Approve Library Board meeting minutes for February 2025
6. **Petitions, communications, public input, and correspondence**
7. **Old Business**
 - a) Maintenance Issues Update

The new back door has arrived and been installed, along with the new keyless entry. Paul Reed has ordered a new door closer as the old one is leaking hydraulic fluid.
 - b) Director Search Update
 - c) Volunteer Policy Review
8. **New Business**
9. **Regular reports, recommendations from the Library Director and committee reports:**
 - a) Monthly Library Report, statistics and activities, February 2025
10. **Adjournment**



Lied Scottsbluff Public Library Board
Regular Meeting – 4:30 pm
February 19, 2025
Minutes

1. **Call to order: 4:35**
 - a. **In attendance:** Anne Radford, Jessica Dutton, Vitoria Quezada and Elaine Bleisch.
 - b. **Absent:** Justin McMillen, Beth Merrigan
2. **For public information, a copy of the Nebraska Open Meetings Act is posted on the meeting room wall.**
3. **Notice of changes in the agenda. (Additions may not be made to this agenda less than 24 hours before the beginning of the meeting unless added under item 3 of this agenda.)**
 - a. No changes.
4. **Citizens with business not scheduled on the agenda. (As required by state law, no matter may be considered under this item unless the board determines that the matter requires emergency action.)**
 - a. None.
5. **Approve Library Board meeting minutes for March 2024.**
 - a. Moved by Jessica and seconded by Anne to approve January minutes as written. Upon roll call vote, the motion carried with 3 Ayes: Jessica, Anne, and Vittoria.
6. **Petitions, communications, public input, and correspondence**
7. **Old Business**
 - a. Maintenance issues – update from Elaine:
 - i. Elaine reported that the new back door has been ordered but not yet delivered. The keyless entry is ready for installation; Paul Reed and Mobius are coordinating so hopefully they can both be installed on the same day.
 - ii. The new water heater should be delivered March 3 and will be stored until it can be installed.
 - iii. Several lights that had been out have been replaced, and Snell was called to repair the water fountains.
 - b. Volunteer Policy Review: the policy was discussed but no action was taken.
 - c. New Library Director update: there has been no change since the January meeting.
8. **New Business**
 - a) The library foundation has received from the Nebraska Arts Council for the Creative Aging Arts Program and the State Historical Society for a speakers series that will take place in March, April, and May.
 - b) A motion was made by Jessica to change the Computer Use Policy to strike the sentence “Visitors choosing not to obtain a library card may purchase a daily guest pass to access the computer for \$2” and replace it with “Visitors without a library card may request a daily guest pass to access the computer.” Vittoria seconded the motion. Upon roll call vote, the motion carried with 3 Ayes: Jessica, Vittoria, and Anne.
9. **Regular reports, recommendations from the Library Director and committee reports.**
10. **Adjournment at 5:38 pm**

Volunteer Policy

Lied Scottsbluff Public Library welcomes volunteers. A volunteer is defined as a person assisting with public library service without monetary compensation. All volunteers are required to complete a volunteer application form. This volunteer application form once submitted to library staff will be reviewed by the Library Director and supervisors. Upon review, the Library Director and supervisors will contact the applicant within seven days. Volunteers are subject to a criminal background check through the Scottsbluff Police Department and are subject to the same physical requirements and rules of conduct as City of Scottsbluff employees. Based on City of Scottsbluff policy, the library does not allow applicants serving court-ordered diversion or other types of mandated community service to volunteer at the library.



Lied Scottsbluff Public Library Report to the Library Board March 19, 2025

The library's second Creative Aging Arts program (CAAP) began in February. Nebraska artist Yelena Khanevskaya will be teaching a class of ten adults ages 55+ how to create linocut block printing art. The program includes seven free lessons and an exhibition where participants can display their artwork. It is supported by a grant from the Nebraska Arts Council. February 28 also saw the opening of the Seed Library, which continues to be popular - we gave out 30 starter bags and 157 seed packets in the first two days. Other notable programs include a mug sublimation class where participants created artwork with sublimation ink and transferred it onto a mug, a teen Valloween event which combined Valentine's Day and Halloween, and a Fairy Tale Theater with older students performer for younger children.

Elaine and Liz visited all seven kindergarten classes in Scottsbluff, reaching 262 students and teachers. Thirty-three kindergartners came to the library to get their first library card and a tour of the children's library.

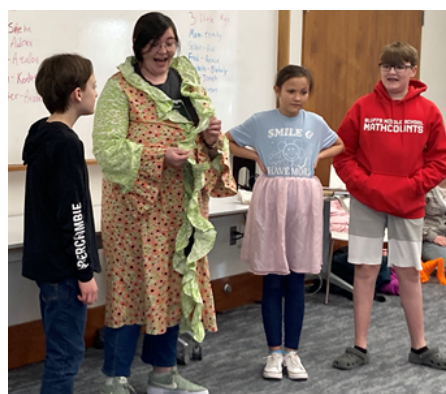
We are continuing to weed the adult fiction section and starting to prepare for the summer reading program. The new back door was installed, along with the keyless entry. We also had new tables for the MakerHub delivered, and have been enjoying using them. The tables were purchased by the Library Foundation.

Looking ahead, CAAP will continue through March and end April 14. TAC is creating a scavenger hunt in the children's section around St. Patrick's Day, and will host another Mario Kart tournament. There has been so much interest in these tournaments that they are opening it up to all ages. March 29 will kick off a history speaker series, supported by a grant from the Nebraska Historical Society Foundation.

Respectfully submitted,
Elaine Bleisch



Yelena Khanevskaya teaches linocut during a CAAP Session



Members of TAC and the Wilde Thing Youth Theater practice a fairy tale that they later performed for younger children and their families.



Our new MakerHub tables



Lied Scottsbluff Public Library

Monthly Statistical Summary

February 2025

February 2025	Year To Date 2025	February 2024	Year to Date 2024
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February 2025	Year To Date 2025	February 2024	Year to Date 2024
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Circulation

Adult Fiction	1210	5847	1301	6441
Adult Nonfiction	358	1578	293	1568
Children's Fiction	1577	8418	1715	8020
Children's Non-Fiction	329	1553	321	1477
Paperbacks	84	410	103	1064
Puzzles/Games	409	475	28	153
Total Circulation	4492	21171	4426	22012

Books & Buddies	21	109	9	50
Playaways	64	266	52	259
Videos	243	1368	384	1656
CD's	47	361	84	526
Mags, ILL, GovtDocs, etc	150	786	136	798

Children's Programs (0-5)

In Person Sessions	12	53	10	34
Attendance	224	1193	463	1743
Offsite Sessions	5	16	1	1
Attendance	70	186	18	18
Virtual Sessions	0	0	0	0
Attendance	0	0	0	0

Microfilm uses	0	32	17	40
Self-check Transactions	461	2478	315	1232
Non Self-check Transactions	4007	18539	4086	20519

Children's Programs (6-11)

In Person Sessions	3	24	4	15
Attendance	42	311	93	391
Offsite Sessions	7	7	7	7
Attendance	262	262	256	256
Virtual Sessions	0	0	0	0
Attendance	0	0	0	0

Overdrive Circulation	3426	17664	3506	17462
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Chiltons searches	16	119	88	135
Mango uses	5	64	4	20

Young Adult Programs (12-18)

In Person Sessions	2	8	2	9
Attendance	12	107	19	81
Offsite Sessions	0	0	0	0
Attendance	0	0	0	0
Virtual Sessions	0	0	0	0
Attendance	0	0	0	0

Adult Programs (19+)

In Person Sessions	5	24	1	10
Attendance	27	249	17	442
Offsite Sessions	0	1	0	2
Attendance	0	7	0	84
Virtual Sessions	0	0	0	1
Attendance	0	0	0	3

General Interest (family)

In Person Sessions	7	30	6	35
Attendance	191	755	71	700
Offsite Sessions	0	13	0	4
Attendance	0	679	0	646
Virtual Sessions	0	0	0	0
Attendance	0	0	0	0

Recorded Programs	0	0	0	1
One-to-one Programs	2	8	19	25
Self-Directed Programs	7	30	4	41
# of participants	100	510	185	1940



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Monthly Statistical Summary

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February 2025	Year To Date 2025	February 2024	Year to Date 2024
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Patron Visits	4730	27625	5710	25793
Reference Questions Answered	914	5281	1625	7943
Notary count	36	180	27	142
Cash Receipts	\$870.90	\$3,827.62	\$902.28	\$4,140.70
Internet: # of hours	678	2856	527	2181
Internet: # of sessions	458	3736	946	3893
Interlibrary Loans (OCLC)				
Borrows	48	264	71	223
Loans	20	100	24	115
Total	68	364	95	338

Room Uses				
Meeting room	5	26	5	25
Meeting room attend	60	478	56	219
Study/Heritage uses	54	365	94	366

# of Items Cataloged	N/A	N/A	N/A	N/A
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Summer Reading #'s(Children)				
Summer Reading #'s (Teen)				
Fall Reading #'s (Adult)				

New Cards Issued	N/A	N/A	N/A	N/A
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Borrower Cardholders (Current count)				
Scottsbluff Residents	19985		19741	
Non-Residents	12024		11915	
Adult	27595		26269	
Young Adult	4364		4531	
Children	1508		1567	
Total # Registered Borrowers	33467		32367	

MakerHub				
Certification	2	14	3	21
Training Hours	3	15	4	34
Appointments	24	193	27	139
Usage hours	78.5	474.25	58.5	353